



WHITESTOWN TOWN COUNCIL
Regular Meeting
May 10, 2017
Whitestown Municipal Complex– Public Hall
Whitestown, Indiana

Minutes

1. OPENING THE MEETING

- A. Call to Order – **Eric** called the meeting to order at 7:05pm
- B. Roll Call – All present
- C. Pledge of Allegiance

2. PRESENTATIONS

- A. **Vectren – Jamoni Harper** talked about bringing gas to Whitestown. They are hoping to bring gas to Whitestown this fall, and it will happen in two phases. This will be the first of several meetings to communicate their plan to the Town. **Jordan Hardich**, talked about how Moon Town Brewery has reached out to them to bring gas to their brewery, which has helped prompt the idea of supplying the town with gas as well. The sewer relocation project is also going to be happening in town around the same time. Phase 1 would have natural gas to the citizens before the temperatures cool too much. **Eric** thanked them for coming in and having the open lines of communication. He asked what it would take to get gas into Walker Farms. **Jordan** said they would have to re-estimate and get back to the Council. **Susan** asked if there could be rebates. **Jamoni** said they would supply contractors who would have the rebates (\$350 rebate to convert).
- B. **Boone EDC Update Molly Whitehead – Molly** said there are increased leads over last year and Whitestown gets the most looks. There is a large focus on small business efforts. **Susan** and **Clinton** thanked **Molly** for coming out and giving the update. **Eric** said thank you to County Council President **Steve Jacob** and County Councilor **Elise Nieshalla** for coming. **Eric** said it is public service week and he thanked the Town employees for their service. **Dax** thanked the Council for the recognition and said we have an incredible staff. He talked about how our Utilities were inspected by IDEM this week and received zero deficiencies in our system. **Jason Lawson, Danny Powers**, and **Chad Nance** should be commended as well as all of the other employees in the Utilities Department.

3. CLERK TREASURER REPORT

A. Town Management Report I WMU Management Report **

4. DEPARTMENT REPORTS – DPW (Water Monitoring), Planning and Community Development, Parks, Police (Stats Report, Drugs Report), Fire **

5. PUBLIC REQUEST TO SPEAK (Topics Not Related to an Agenda Item) – **Jared Smith**, lives at 305 S Main. Directly south of brewery. His house flooded a few years ago and he wanted to give the council an idea about the amount of water his sump pump has pumped. Water was up to his knee this last week. He just wanted to make sure they were remembered during this project. **Susan** said they were well aware of this area of town and how much it is effected. She stressed to have patience, it is in the plan. **Eric** thanked him for bringing it up and sharing his story with the Council.

6. APPROVAL OF THE CONSENT AGENDA

A. Approval of Meeting Minutes –4/12/2017 Regular Meeting Minutes I 4/20 Special Meeting Minutes I 4/27 Special Meeting Minutes **

B. Claims April 2017 Expenses Town I April 2017 Revenues Town I April 2017 Utility Claims (Water Operating, Wastewater Operating) **

C. Insurance Agreement with EMC Agreement

Clinton m/m to approve the above agenda, Susan 2nd, 5-0 approved.

Susan m/m to amend agenda – table U, V, and add a new “U” HWC Proposal, a new “V” a vehicle purchase for Town Staff, and a “W” which is a computer purchase, Clinton 2nd, 5-0 amended.

7. UNFINISHED BUSINESS

A. Consider an Ordinance Concerning the Establishment and Approval of the Town of Whitestown Revolving Fund Program, the Initial Funding of Said Program, the Administration of the Program by the Town of Whitestown RDC, other Matters Connected Therewith and Repealing Ordinances Inconsistent Herewith (**Ordinance 2017-14, Second Read**) – Clinton did 2nd read. **Dax** said this is the creation of the façade grant/loan. **Dax** wanted to talk about the money. He said he had a great meeting with Reedy and the Town is in a great financial position. His suggestion would be to consider this and he will get financial analysis on it, and approve it in June after more information is gathered. **Susan** liked the amount of \$50,000 as **Dax** had suggested. **Jeff** asked if it will be capped per business, **Dax** said it was a 50/50 grant capped at \$10,000. **Susan m/m to adopt with the amount of the transfer and the initial funding of \$50k, Clinton 2nd, 5-0 adopted.**

8. NEW BUSINESS

- A. **Public Hearing:** Consider an Ordinance Approving Additional Appropriation (*Ordinance 2017-16, First Read*) – Eric open the public hearing. Clinton m/m to close the public hearing, Susan 2nd, 5-0 approved. Clinton m/m to amend agenda to insert after A in New Business, a Hearing of Ordinance 2017-16, Susan 2nd, 5-0 approved. Susan did 1st read. Clinton amended his motion to reflect the councilor's correction to suspend the rules to adopt Ordinance 2017-16 tonight, Susan 2nd 5-0 approved. Susan did 2nd read. Susan m/m to adopt, Clinton 2nd, Jeff had a question about the \$50,000 in capital outlay. Dax said he sent an e-mail explaining the entire ordinance. He said it was computers mainly, from the CCD budget line. Jeff was thinking it was a lot for computers, and was wondering if the expense could be explained a bit more for him to know what the money is being appropriated for. Dax said this is for 14 computers. Dax said we have a lot of computers from Best Buy. They are constantly going down, and each time they go down, we have to have I.T. come in, and every time they come in, it costs money. This will help us to not need new computers in another 5-6 years, and the town will have standardized computers. Dax said we will get the government rate for the computers, and 14 computers costs approximately \$63,000. This is for the Microsoft Surface Studio. Clinton pulled up the e-mail, and it included the installation of the call boxes and cameras on the trail. Susan said the last time we did a mass purchase of computers was 2008. Nathan explained the information about the cameras on the trail. Jeff thanked Dax for walking him through the ordinance. **5-0 adopted.**
- B. Consider an Ordinance Annexing Territory to the Town of Whitestown, Indiana, Placing the Same Within the Corporate Boundaries Thereof and Making the Same a Part of the Town of Whitestown (*Ordinance 2017-17, First Read Only*) – Susan did first read.
- C. Consider an Ordinance Amending Zoning Maps Within the Zoning Ordinance of the Town of Whitestown, Indiana (*Ordinance 2017-18, One Read Only*) – Clinton did first read. Clinton m/m to adopt, Susan 2nd, 5-0 adopted.
- D. Consider an Ordinance Approving a Depository for Town Funds (Related to Maplegrove BAN) (*Ordinance 2017-19, First Read*) – Susan did first read. Susan m/m to suspend rules to have 2nd read, Clinton 2nd, 5-0 suspended. Susan did 2nd read and m/m to adopt, Clinton 2nd, 5-0 adopted.
- E. Consider an Ordinance Approving an Appropriation (Town Revolving Loan Program/Façade Improvement Program) (*Ordinance 2017-20, First Read Only*) – Clinton did first read.
- F. Consider a Resolution Declaring an Economic Revitalization Area and Approving Application for Real Property Tax Abatement (Tri-Form LLC) (*Resolution 2017-17*) – Dax said the applicant is Tre-Form, which is GDI. They are requesting a standard spec abatement, which we've done before. The RDC will hear this as well, and there will be a public hearing. Clinton m/m to adopt, Eric 2nd, 5-0 adopted.

- G. Consider a Resolution Commending the Indiana General Assembly for its Efforts in Studying Applied Behavior Analysis and How Best to Employ Applied Behavior Analysis in the State of Indiana (HEA 1644) (**Resolution 2017-18**) – **Eric m/m to adopt, Susan 2nd, 5-0 adopted.**
- H. Consider a Resolution Commending the Indiana General Assembly for Promoting Employment for Individuals with Disabilities and Promoting Competitive Integrated Employment in the State of Indiana (**Resolution 2017-19**) – **Susan m/m to adopt, Clinton 2nd, 5-0 adopted.**
- I. Consider a Resolution Commending the Indiana General Assembly for Providing Certain Protection for Removing a Domestic Animal from a Locked Motor Vehicle (**Resolution 2017-20**) – **Susan m/m to adopt, Clinton 2nd, 5-0 adopted.**
- J. Consider Approval of Low Bid for Public Works Project (Legacy Core Storm Sewer Project) – **Dan Cutshaw** talked about the low bids, and said the current low bidder is Graydex. **Kevin** asked about alternatives, and if they were added to the plan. Dan said they will be included. There is a \$500,000 OCRA Grant. There is a scheduled pre-construction meeting next week. **Susan m/m to award to the low bid, Graydex, \$2,269,410.50 Clinton 2nd, Kevin said to make sure it includes all alternatives, 5-0 adopted.**
- K. Consider a Contract for Professional Services (Whitestown Parkway Improvement Project Engineering Services) – **Dax** explained how this was a competitive price. **Clinton m/m to authorize Jason Lawson to approve our uniform contract for services NTE \$60,000, Susan 2nd, 5-0 adopted.**
- L. Consider Approval to Apply for LWCF Grant (Parks Department) – **Nathan** talked about how he would like to apply for a grant. He recommends using impact fees to cover the expenses. About seven acres are wooded. This would be similar to the Walker Farms Park. **Susan** thanked **Nathan** and thinks this is a great project. **Susan m/m to approve and use the impact fees up to \$100k extra and to allow Dax to execute any agreements necessary to meet the deadline of June 1st, Jeff thanked Nathan, Clinton 2nd, 5-0 adopted. Eric thanked Nathan and said it was good work.**
- M. Consider an Expenditure Exceeding \$5,000 (Big Four Trail Signage) – **Nathan** said this is a project **Tanya** has worked on a lot. There is \$7500 from a previous grant which could be used on this purchase. **Susan m/m NTE \$7500 on the signage, Clinton 2nd, 5-0 adopted.**
- N. Consider Approval of Temporary Road Closure Request Form – **Dax** said this is the annual National Night request. **Susan m/m to close Veterans Drive and Boutwell Drive, Clinton 2nd, 5-0 adopted.**

- O. Discuss an Expenditure Exceeding \$5,000 (Dude Solutions Software) – Nathan said this is a GIS software which would build in work orders, etc., into the software and it links to our Think GIS and will let us better utilize it. Discussion ensued. **Susan m/m to approve the initial investment of \$13,717.50 – split as appropriate, and the renewal is budgeted for in 2018's budget, Clinton 2nd, 5-0 approved.**
- P. Discuss a Contract for Professional Services (Storm Water Master Plan) – **Dax** said he thinks this should be moved to June.
- Q. Discuss an Expenditure Exceeding \$5,000 (Town Accounting/Bookkeeping Software) – **Clerk-Treasurer** spoke about looking into a new accounting software system after having difficulty with lowering the charges for WMU customers using credit cards and electronic checks. Currently the town's accounting software only allows for their merchant service vendor to be used for these transactions, but our attorneys could not agree on a new contract. **Eric** asked about how Brownsburg uses Frey and not having the high credit card fee. **CT** was not sure how Brownsburg has the lower fee, though our fee could have been lower if we could have worked out the contract issues. The council thought the presentation was very premature and we need to go back to the drawing board to see what is not being utilized in the software.
- R. Discuss an Expenditure Exceeding \$5,000 (Panther Park Bathrooms, NTE \$60,000) – **Eric** thanked **Nathan** for putting this in front of the Council. **Susan** thanked him for considering the green space. **Dax** said the Parks budget took a huge hit in 2016 because grant money was in the Parks fund when it should not have been. **Susan m/m NTE \$60,000 for First Due Company, Clinton 2nd, 5-0 adopted.**

Kevin m/m to amend the agenda for County Council Steve Jacob to speak, Susan 2nd, 5-0 approved.

County Council President Steve Jacob spoke about providing things for the Brew Fest. They are providing a turnkey band stage. His executive director has told him on numerous times and it was a pleasure to work with Whitestown and especially **Nathan**.

- S. Discuss an Expenditure Exceeding \$5,000 (Mid-point Interchange Justification Study) – **Dax** said they have been working with INDOT for nearly a year on this interchange. **Dan Cutshaw** talked about the process to get an interchange. Discussion ensued. **Susan m/m to approve NTE \$40,000, Clinton, 4-0 approved (Eric absent).**
- T. Discuss Construction of Town Owned Facilities (Whitestown Police Department Headquarters Building) – **Chief** wanted to recognize **Councilman Jacobs** for hosting an event for Public Safety Officers. Discussion ensued about the logistics of the building and funding.

- U. HWC Proposal – **Dax** said this is to provide planning services for the TAMP. This will cover lighting, street lights, ADA ramps, etc...It will coincide with Legacy Core Master Plan, the Bicycle Pedestrian Master Plan, and the Transportation Plan. **Susan m/m to approve the execution of the Uniform Contract of Services, provided legal has approved it, NTE to HWC Engineering for Legacy Core District Plan, Bicycle and Ped Master Plan, Transportation Asset Management Plan, which includes Sidewalk Asset Management Plan, Pavement Asset Management Plan, Sign Management Plan, for a scope of services total NTE \$192,100; Clinton 2nd, 5-0 adopted.**
- V. Vehicle Purchase for Town Staff – **Dax** said **Chuck's** vehicle is getting old and they would like to upgrade it and purchase a vehicle out of Town Outlay. **Nathan** suggested we buy this truck and **Nathan** would trade his vehicle for this one, and basically swap the vehicles – his has a plow. **Susan m/m to approve NTE \$29,000; Clinton 2nd, 5-0 adopted.**
- W. Computer Purchase – **Dax** said they are \$3,600/computer. They are Microsoft Surface Studio computers w/23" screens and include the accessories needed. **Dax** said they are the top of the line computers, and we would need 12, bringing to total to approximately \$43,000. They would be all be synced with the tablets. **Dax** said 2-3 would be used for a computer lab for the public. **Clinton** asked what the projected life time for the computers, **Dax** said they would be used for 5-7 years. **Clinton** asked about any refresh program. **Dax** said there is not a refresh program. **Dax** said they could go to Best Buy and purchase computers with these specs for \$2,200 each. These have 8gigs (RAM), cannot remember the speed, and a 2 or 4 terabyte drive. **Jeff** said he is having a hard time justifying \$3,600 per computer. He thinks it is a lot for a computer. **Dax** said you get what you pay for out of the computers. **Eric** suggested that maybe we ease into the program. **Dax** said we could. **Tanya, Glen, Dave, and Robert** are the most essential people who require the computers. **Lauren** would be the 5th and **Dax** would be the 6th. **Jeff** asked if everyone needed a heavy-duty graphics card. **Clinton m/m to approve the purchase of 6 computers as presented for their per unit price of \$3,600, Susan 2nd, 5-0 adopted.**
- X. Discuss an Expenditure Exceeding \$5,000 (WMPD Mobile Command Unit) – Tabled.
- Y. Appointments to Boards and Commissions – RDC (Town Council President) – Tabled.

- Z. **TOWN ADMINISTRATION REPORT** – The engineering for the Beautification project is well underway, striping is currently underway, the County Commissioners terminated the interlocal with the connector, he would like to send a letter to the County Commissioners, **Steve Unger** talked about the statue under Indiana law, Whitestown has exclusive jurisdiction over the road on their property. The County cannot construct a road on Whitestown land without an agreement. It is **Steve's** opinion that Whitestown has jurisdiction over the road. **Kevin** asked how canceling the interlocal would effect the funds. **Steve** said INDOT will expect you to normally reimburse them for any work done. He expects they'll complete it, or might have to return funding to INDOT if they don't complete the project. **Sarah Burns** is the new Parks Events Planner, and **Glen Welling** is the new Assistant PR Director. There is currently no land they can find for the Fire Station even though the funding is available.

10. ADJOURN – Susan m/m to adjourn, Clinton 2nd, 5-0 adjourned at 9:44pm

The minutes from a Regular Town Council meeting on May 10th, 2017 are approved on the 21st day of June 2017 by the following Town Council Members:

Eric Miller, President

Susan Austin

Clinton Bohm

Jeff Wishek

Kevin Russell

Attest:

Matthew Sumner, Clerk-Treasurer